

# VILLAGE OF ARDEN TOWN ASSEMBLY JANUARY 28, 2019

Town Meeting Minutes



Next Town Assembly for the Village of Arden is March 25,2019 @ 7:30 p.m. Gild Hall 2119 The Highway, Arden, Delaware

# MOTIONS/RESOLUTIONS/POLICIES PRESENT

# 9.0 Advisory Committee Report – Danny Schweers

Motion to approve the following path forward regarding the lawsuit filed against the Village by Ms. Carol DiGiovanni involving the purchase of 5 Mill Race Road

- 1. The Village is engaged in a lawsuit concerning (a) the propriety of the Village's use of the Schroeder Bequest funds to purchase 5 Mill Race Road, (b) the imposition of a more formal trust structure for those funds and (c) procedures for using the funds.
- 2. The parties have been engaged in settlement discussions to limit the scope of the dispute to question "a" (i.e. the court would decide whether the use of the funds was proper in light of the bequest), and to resolve items "b" and "c" outside of court.
- 3. As to "b" and "c", the parties would agree that a trust structure is appropriate for the bequest (with the terms to be determined and approved via Town Assembly).
- 4. Further, the Village and the attorneys would jointly review Arden's governing documents and practices to ensure compliance with changes in Delaware and New Castle County laws/ordinances as well as FOIA and electronic/email/internet communications. The findings will be provided to the Town Assembly.
- 5. The value of the settlement structure is it greatly limits the scope of the litigation (such that resolution in the next 6 months is likely), and allows Arden governance matters to be determined democratically by the Village.

End of Motion. **Motion seconded & Approved**.

12.0 Old Business – Safety Committee and Community – Brooke Bovard Motion Move that the Town Assembly create a parking task force to consist of 11 members that would be one representative each from Civic, Community Planning, Safety, BWVC and Playground. One representative from the Arden Club and five (5) community members to be elected by Town Assembly at the Town meeting following the approval of this motion. Motion seconded and Defeated.

# Path Forward for Parking in the Ardens:

Jeff - Although the motion was defeated because having 11 members on committee was too many, we still need to tackle the growing parking problem in the Ardens. Request that Danny present at the next Advisory Meeting (March) how to tackle parking problem. Need to come up with another way to tackle parking in Arden.

# **ATTENDANCE Attendees Sign In** – 53 plus Jeff Politis

Elizabeth	Resko	1	Marcia	Scheflen	28
Albert	Marks	2	John	Scheflen	29
David	Michelson	3	Sam	Panella	30
Gary E	Quinton	4	Carl	Falco	31
Laura	Wallace	5	Marjorie	Roberts	32
Shana	Pinter	6	Hugh	Roberts	33
William	Theis	7	Elizabeth	Varley	34
Carol	DiGiovanni		Deborah	Ricard	
		8	M		35
Mike	Curtis	9	Warren	Rosenkranz	36
Carol	Larson	10	Ron	Meick	37
Grace E	Ressler	11	Barbara	Henry	38
Danny	Schweers	12	Dorinda	Dove	39
Denise	Nordheimer	13	Ron	Ozer	40
Pam	Cohen	14	Denis	O'Regan	41
Jennifer	Alzner	15	Lisa	Mullinax	42
Sherry	Burke	16	Larry	Walker	43
Sadie	Somerville	17	Mary	Murphy	44
Mark	Wood	18	David D	Claney	45
Marianne	Cinaglia	19	Ray	Seigfried	46
Ed	Rohrbach	20	Roger	Garrison	47
Vicki	Scott	21	Barbara	Macklem	48
Jill	Althouse-Wood	22	Clay	Ridings	49
Stephen	Harcourt	23	Toby	Ridings	50
Brooke	Bovard	24	Pam	Politis	51
Mary	Vernon	25	Cookie	Ohlson	52

Jan	Westerhouse	26 Lizzie	Broadbent	53
Tom	Wheeler	27		

- **1.0 Call to Order -** Chair Jeffrey Politis called meeting to order at 7:39 p.m.
- **2.0 Approval of Minutes -** September 2018 Town Assembly Minutes approved as presented.
- **3.0 New Residents –** Shana Pinter got up and introduced herself and her family, Csonger, her husband, and her daughter, Gretta.

# 4.0 Recognition of Departed

Dr Jane Perkins Claney. Her interests were wide-ranging as was her professional life. Jane took on many roles. Her professional life spanned from r TV guide editor, Life Magazine reporter, volunteer guide at Phila Museum of Art, volunteer of curatorial duties 1976 Bicentennial Exhibition, professional author and editor of works on material culture. In 1990's she earned her master's and Ph.D. in American Civilization from University of Pennsylvania. She enjoyed her family and friends.

Larry L. Lipstein (1931 - 2018) was born and raised in Wilmington and Arden. His long career included many professions. His true passion was enjoying life surrounded by the love of his large family and friends.

Barbara Henry from the floor added that Bill (William) Barry passed away and that his parents and children are buried in Arden Memorial Garden.

A moment of silence.

#### 5.0 Visitors

Raymond J. Seigfried, a Democratic member of the Delaware House of Representatives, representing District 7 and a resident of Village of Arden Community.

Congressman Ray Seigfried read the following:

Thank you all for your support in the election. On Tuesday January 8<sup>th</sup> I took the Oath of Office and was sworn in as our newly elected State Representative. In order to enhance my communication with you I would appreciate you signing up for my monthly E-News-Letter.

I have been appointed to the following committees:

- Vice Chair of the Healthcare and Human Service committee
- Economic Development, Banking, Insurance and Commerce
- Housing and Community Affairs
- Energy
- Veterans Affairs

My office is on the first-floor room Number 111 and my Chamber desk is right up front to the far left of the Chamber.

Some of the legislation that I have sponsored was

• My first vote for HB 1 ERA amending our state constitution

- SB 5 enhancing penalties for litter violations.
- HB 36 allows incorporated governments to collect Liens in their real estate taxes.
- HB 2 and 3 helping Federal Workers relief
- HB 43 my own Bill on Professional Licenses

I hope to work with all of you throughout the legislative year. Thank you.

# **6.0 Town Chair - Jeffrey Politis**

Communications from the Chair.

Since the last town meeting....

- 1. We moved into 2019. Happy New Year to Everyone.
- An update on the lawsuit filed against the Village of Arden by Ms. Carol
  DiGiovanni regarding the purchase by the Village of 5 Mill Race Road will be
  provided during the Advisory Report.
- 3. I want to remind everyone here today that everyone who has chosen to attend tonight has done so because of their interest in the Village and I ask that we assume that everyone here has the town's best interest in mind. Let's try to have a civil discourse tonight.
- 4. Thank you to the Budget Committee for providing refreshments.

5. Lastly, a reminder that this meeting is being recorded and we ask that all comments be made at the microphone.

Let's have a respectful and deliberative meeting. Thanks.

So submitted,

Jeffrey Politis,

Town Chair, Village of Arden.

Communications Report – Thank you!

# 7.0 Trustees – Carl Falco

The Trustees have several items to report this evening.

We would like to welcome Carol Larson as the new Trustee. Carol was confirmed as Trustee by referendum in September of last year. Carol has been an active volunteer in the community since moving to Arden with her husband Peter and son Oscar in 2007. In addition to her new job as Trustee, Carol is currently serving on both the Forest and Civic Committees in Arden, as well as the Urban and Community Forest Council for the Delaware Forest Service. She will bring her knowledge and commitment to environmental issues to bear on the land, which is the fundamental asset held in the Arden Trust.

We would also like to thank Mike Curtis for his more than 13 years of service as a Trustee. His passion for Georgist land value taxation, his knowledge of the history of the Ardens, and his love for the community served us all very well.

Finances: We have copies of the quarterly financial report available tonight. The land rent bills are being prepared and will be mailed the first week of February. Land rent is due March 25, 2019. Included with the land rent bills is an explanation of how the land rent amount is determined, based upon the Board of Assessors Report.

Also included is a reminder to leaseholders of New Castle County programs that can be applied for in order to reduce your property taxes. The Trustees rebate the amount of the reduced tax bill to the leaseholder. Over \$40,000 was returned to leaseholders last year.

You can get information about the property tax reduction programs online or by calling New Castle County at 302-395-5520. The county personnel will walk you through the application process. Please be sure you apply before the dead-line of April 30th so that your tax reduction can be approved and processed for the current tax year.

Transfers: There have five transfers since the September Meeting: 2123 Meadow Lane to The Meadow Lane Trust (Bean); 2123 The Highway to Hammerhead Investments (Phillips); 2003 Orleans to Vicki Scott (Scott); 2319 Walnut Lane to 2319 Walnut Lane LLC (Claney); 1905 Millers Road to Jan Robert and Danielle Munroe (Gloster).

#### Comments

Marianne Cinaglia was wondering how to establish residence listed from an LLC. Trustees do not determine residency. It is the responsibility of registration Committee. Also wanted to stress that it matters who is living at residence not who owns it.

Trustees Report – Thank you!

# 8.0 Treasurer Report - David Michelson

David reviewed Statement of Financial Position, Statement of Financial Activity and Statement of Fund Balance as of **January 26, 2019.** 

(copy of Statements following minutes in Attachment section)

## **Questions/Comments**

Carol DiGiovanni wanted to know which line item included the legal fees. Administrative expenses.

Treasurer's Report - Thank you!

# 9.0 Advisory Committee Report – Danny Schweers

The Advisory Committee met on Monday, January 7, 2019 to set the agenda for this meeting.

#### NOMINEES FOR OFFICERS AND COMMITTEES

One responsibility of our committee is to gather names of nominees for the election of officers and committee members at our March town meeting. So far, Jeff Politis, Liz Resko, and myself have agreed to serve another year as town chair, secretary, and advisory chair, respectively. The treasurer's two-year term ends next year, not this year. Is anyone else here willing to serve as an officer of the Village of Arden from March 26, 2019 thru March24,2020? (no one from the floor volunteered)

We need two committee nominees for every open position. These are two-year terms, March 26, 2019 thru March 22, 2021. In particular:

We need six (6) nominees for Archives. Are there any nominees?

(The 3 incumbents: Lisa Mullinax, Barbara Macklem & Marie Burslem will run again) Brooke Bovard submitted her name.

We need four (4) nominees for Audit. Are there any nominees?

Current terms that are expiring are Roger Garrison and Jacqi Tanzer.

We need six (6) nominees for Budget. Are there any other nominees?

Al Marks, Larry Walker, Tom Wheeler & Warren Rosenkranz has agreed to serve.

We need six (6) nominees for the Buzz Ware Village Center. Are there any nominees? 3 incumbents run again and Randy Hoopes will run again. Need 2 more people.

We need six (6) nominees for Civic. Are there any other nominees?

Mick Fitzharris, Harold Kalmus, Chris Sharkey, Sally Sharp have agreed to serve.

Need 2 more people.

We need six (6) nominees for Community Planning. Are there any nominees? Grace Ressler, Carol DiGiovanni, Jeff Martin and & Jennifer Borders.

Looking for two more people.

We need six (6) nominees for Forest. We have five nominees so far:

Jill Althouse-Wood, Jennifer Borders, David Jones, Carol Larson,

Jeremy Sheiker and Jeff Steen have all agreed to serve. Are there any other nominees?

We need six (6) nominees for Playground. Are there any other nominees? Frank Meyer and Max DiGiacoma, Eric Braunstein & Daryl Holcomb will run. Need 2 more people.

We need four (4) nominees for Registration. Are there any nominees? Walter Borders, Keri del Tufo, & Elizabeth Varley are willing to serve.

Finally, we need six (6) nominees for Safety. Are there any nominees? Brooke Bovard, Carol DiGiovanni, Chris Junk, Steve Tanzer are willing to serve.

The final deadline for nominations is at the Advisory Committee meeting on March 4, 2019. If you have a nominee, please get that name to me by that meeting. Afterwards, a sample ballot will be posted to the village website and absentee ballots will be mailed. Those not voting absentee can cast their votes at the March 25 meeting of the Town Assembly.

# SCHROEDER FUND REQUEST

The Forest Committee has requested \$1,703.45 to restore a 4,500-square-foot area at the southern end of Hillside Road. A flyer detailing the request is available on the entrance table. In brief, the area will be cleared of invasive species and then several ten-foot circles will be planted with native understory woody plants and native herbaceous ground covers. The Forest Committee will then monitor the circles to see which plants compete with invasive plans and prevent their re-establishment.

The process for grant requests is that each request is presented at a town meeting and then at the following meeting of the Advisory Committee, seeking comments.

Then the officers, serving as overseers of the Schroeder Fund, make their

recommendation at the following town meeting. Are there any comments?

#### **Comments**

Warren Rosenkranz believes it would be poor judgement to use the Schroeder funds for the purchase of 5 Mill Race Road. Warren's comment is appreciated and noted and will consult attorney if he feels we shouldn't do it. Clarification: The officers will consult the attorneys in terms of the process. But for now, until those issues are decided, there is a process that we are following that was approved at the Town Assembly. This is part of the process and before we do anything with the Schroeder money going forward, the officers will obtain the attorney's council to make sure we are going forward properly.

#### 5 MILL RACE ROAD LAWSUIT Motion

#### Motion

Motion to approve the following path forward regarding the lawsuit filed against the Village by Ms.Carol DiGiovanni involving the purchase of 5 Mill Race Road.

- 1. The Village is engaged in a lawsuit concerning (a) the propriety of the Village's use of the Schroeder Bequest funds to purchase 5 Mill Race Road, (b) the imposition of a more formal trust structure for those funds and (c) procedures for using the funds.
- 2. The parties have been engaged in settlement discussions to limit the scope of the dispute to question "a" (i.e. the court would decide whether the use of the funds was proper in light of the bequest), and to resolve items "b" and "c" outside of court.

- 3. As to "b" and "c", the parties would agree that a trust structure is appropriate for the bequest (with the terms to be determined and approved via Town Assembly).
- 4. Further, the Village and the attorneys would jointly review Arden's governing documents and practices to ensure compliance with changes in Delaware and New Castle County laws/ordinances as well as FOIA and electronic/email/internet communications. The findings will be provided to the Town Assembly.
- 5. The value of the settlement structure is it greatly limits the scope of the litigation (such that resolution in the next 6 months is likely), and allows Arden governance matters to be determined democratically by the Village.

#### End of Motion.

#### **Comments about Motion**

In order to gain an understanding of what the lawsuit is about, the following questions/comments were presented:

Who are the attorneys to the lawsuit (Village: Ted Rosenthal & John Worth - Plaintiff)? Not comfortable that attorneys' signatures are missing from document. Is it posted on Village Website? (No. But is a public file for over a year.) Is the Town Assembly the appropriate governing body to address the motion? (Yes.) What is current estimated cost to leaseholders (\$15,000 to \$20,000), and will insurance cover lawsuit? (researching it). Not clear about use of funds (the lawsuit is not how the funds were spent). So, what is the lawsuit about?

As Jeff Politis explains, it is about structure of funds. Item # 3 in terms of structure of the bequest. The lawsuit claimed that the structure of bequest was more in the form of a Trust and the questions is, is that the way the Village is following it? And it is about Item # 4 Requiring a review of all of our government documents to understand and determine if we are following appropriate procedures and how it fits into the State of Delaware. It's up to the courts to decide if we properly spent the money according to the bequest and according to the terms of the will.

At this point in the discussion, Brooke suggested tabling the motion until lawyers are available to address the town's questions. She feels they have been tasked to decide on the ongoing structure of the Schroder Funds and suggests maybe this group is not up to speed enough to make that decision. John Scheflen steps up to say this is not that complicated. John, who identified himself as a "fully recovering attorney", reassures the group that this is very simple. He says some people are concerned about the resolution of the question as to whether the funds are properly spent on this property. That is not being affected as to what is being presented here. It has to be decided by a court separately. The rest of the document simply sets the process for deciding how to proceed to settle the other two parts of the lawsuit. He reassures that it does not commit the town to anything. The trust structure he thinks is silly, but he admits he has not read the document, so maybe it is not silly. He stressed there is no commitment to actually doing anything about a trust structure in this document. That would be presented for later discussion and decided by the Town Assembly. It also says, that would be the same for review of documents for compliance with Delaware New Castle County law. The findings will be provided to the Town Assembly. It does not commit the Town Assembly to doing anything except receive the findings. If the findings are that we are not in compliance, then we will have to do something. This is

a very simple way to proceed, to keep a limit on the expenses that are involved in resolving this lawsuit, and very practical.

#### **Motion Vote**

The motion was not read again because everyone received a xerox copy.

Motion: Voice Vote - Unanimous

Motion Seconded and approved.

Submitted by Danny Schweers, Chair, Advisory Committee

Advisory Report Approved – Thank you!

# 10.0 Board of Assessors - Mark Wood

This year's Board of Assessors are Mark Wood, Pam Politis, Debbie Ricard, Elizabeth Varley, Brooke Bovard, John Scheflen and Tom Wheeler.

I convened an organizational meeting on December 5, 2018. I was elected Chair, and Pam Politis was elected Secretary.

Meetings have been scheduled for the first Tuesday of the month, except for in January, at 7:30 PM at the Buzz Ware Village Center. There are additional public hearings scheduled in May. The posted dates for 2019 are: Jan. 8th, Feb 5th, March 5th, April 2nd, May 7th. Public Hearings: May 2nd, May 23<sup>rd</sup>.

The Public Hearings are an opportunity to share your opinions on assessment issues. All meetings are open, and we welcome you to attend to hear the discussions.

# Board of Assessors Report – Thank you!

# **11.0 Committee Report**. (Descending Order)

# 11.1 Safety - Brooke Bovard

Happy New Year from the Safety Committee. We hope everyone is well.

During the last quarter, the Safety Committee has continued to respond to safety issues identified by townsfolk, and assigned to us by law.

We are just embarking on the next round of traffic signage installation, weather permitting. If you believe an area near you lacks appropriate signage, please let us know. We will evaluate it based on the relevant codes, and let you know what our answer will be.

Likewise, we appreciate the calls, emails, and various communications we get from you about issues of concern. From the Safety Chair's point of view (that would be me, Brooke) the Safety Committee can serve as a way to resolve issues with our neighbors without escalating them to enforcement outside. We all like to live in a safe and welcoming community, and making the balance of those "Arden-appropriate" is one of the things of which I have been most proud, during my years on the committee. I thank you.

The Safety Committee continues to work with DelDot on defining the limits of our respective authorities. This is an on-going process.

In addition, we are, in conjunction with Carol Larson, looking at stormwater management methods that might also work for traffic calming. This is an exciting possibility, about which we hope to tell you more, when we know more.

I am thrilled to report that all incumbent members of the committee have agreed to run for another term. We are still looking for two volunteers, however. Please let me know (or let Registration know) if you are willing to volunteer in this way. We have cordial, routine, and brief meetings, monthly, and we do a great job. I would be happy to welcome any of you to come, elected or not.

On that note, I will also mention we will not be meeting in February, due to committee travel. Please let any of us know individually if you have concerns.

In cold weather, please be mindful of your health, the safety of your neighbors, and the safety of your pets. In case of snow, unbury fire hydrants.

Treat yourself kindly.

Thank you,

Brooke Bovard, chair, for the Safety Committee

Safety Report – Thank you!

# 11.2. Registration - Cecilia Vore

#### Fall 2018 Elections

The Registration Committee conducted two referendums this fall: the referendum to confirm a new trustee and the annual Budget Referendum & Assessors Election.

The referendum to confirm Carol Larson as an Arden Trustee was conducted on Thursday, Sept. 27. There were 341 eligible voters; 171 votes of approval were needed for confirmation. Residents returned 238 ballots, resulting in 70% voter participation. Carol received 192 votes to approve, 39 disapprove; 7 ballots were invalid. Carol Larson was confirmed, replacing Mike Curtis.

Ballots were counted on Tuesday, Oct. 30, for the 2019-20 Budget Referendum and election of the Board of Assessors for 2019. To our best calculation, there were 340 residents eligible to vote in these elections. We received 220 valid envelopes containing ballots; There was 65% participation.

Under the rules for approval, the budget needed 171 "yes" votes to pass. The votes in detail are as follows: 175 for "Approve Entire Budget," 4 "Disapprove Entire Budget" and 34 ballots with itemized disapprovals. There were 4 invalid budget ballots. All items on the budget were approved. Individual disapprovals were as follows:

Advisory Committee4	Safety Committee: General13
Archives10	Safety-Speed Enforcement14
Board of Assessors1	Buzz Ware Support7
Budget Committee0	Donations: ACRA4
Civic Committee5	Donations: Arden Page0
Community Planning1	Donations: Arden Library8
Forest Committee11	Donations: Fire Companies1
Playground Committee10	Donations: Arden Club4
Registration Committee0	Contingencies12

The following residents were elected to the Board of Assessors in this order: Mark Wood (convener), Pam Politis, Deb Ricard, Elizabeth Varley, Brooke Bovard, Tom Wheeler, and John Scheflen.

Thank you to Marianne Cinaglia, Chris Junk, Michelle Lauer, John Martin, Mike Opelka, Grace Ressler, Larry Walker, and Laura Wallace, who were also willing to serve and allowed their names to be placed in nomination. Thank you to all the candidates for their thoughtful statements about themselves and their candidacy.

The Registration Committee thanks Maile Gutsche, David Michelson, Pat Pyle, Gary Quinton, Marcia Scheflen, Bill Theis, Elizabeth Varley and Laura Wallace for assisting with the count.

Election officials conducting the vote count were Registration Committee members Jan Westerhouse (chief elector), Barbara Henry, Barbara Macklem, Mary Murphy, Cecilia Vore; and town secretary Liz Resko.

Election results are posted on arden.delaware.gov and are filed in the Town Office in the Registration Committee's binder of election records. Actual ballots are kept for one year.

# **Voting Rules Forum**

The Registration Committee held a public forum on Nov. 11 to discuss referendum approval rules. We reported on this in the December *Arden Page*. After considering the "sense of the meeting" taken in September and the discussion at the public forum, the

Registration Committee has no plans to make changes to the existing rules for passing a referendum.

#### **Committee Elections**

The Registration Committee will conduct the Election of Officers and Standing Committees at the March Town Assembly. The election will be held by secret ballot at the beginning of the meeting, and voting will continue throughout the meeting. Residents 18 years of age or older on the night of the election who have lived in the Village for 6 months as their primary residence are eligible to vote. Residents can request an absentee ballot by submitting an Affidavit by March 18. The Affidavit is available at the meeting tonight, at the Town Office during regular office hours, or it can be downloaded from the town website.

Committee nominees are invited to visit the town website and post comments about themselves and the ways they can contribute to the committees. This will help voters become familiar with candidates and with the committees themselves. Simply go to arden.delaware.gov and click on "Nominees."

The Registration Committee is responsible for maintaining the list of residents for voter eligibility. If you have noticed new people moving in, or a For Rent or For Sale sign in the village, please share that information with the Registration Committee so we can keep records current and extend a welcome to newcomers. If you are new to the Village, please see a member of the Registration Committee tonight to make sure you are on the resident list.

The committee distributed 19 Welcome packets to newcomers in 2018.

# Respectfully,

# Barbara Henry

## Comments/Questions

Clay Ridings: The few leaseholds on Harvey Road that appear to be Arden leaseholds but are in fact are NCC (known as no man's land or doughnut hole) are not residents of the Ardens. Nonetheless, Registration still includes them in the directory and suggest to Clay that they can be welcomed with a note in the Arden page.

Registration Report -Thank you!

## **11.3 Playground Committee** – Daryl Holcomb

Carl Falco read the following:

The Playground Committee assures that the playground equipment on the Arden Green and Sherwood Green is in good, safe condition. This is accomplished through the inspection of the equipment every other month during the winter and every month during the summer. Members spread mulch in the play areas as needed and contract for painting and repair. We also recommend purchase of new equipment, assess any dangers of the current equipment and address any inquiries from town residents regarding any of their concerns or ideas.

The following is the report of the actions and occurrences of the playground committee since the last Town Assembly:

- 1) Our Playground Committee has met 2 times since the last town meeting last September.
- 2) Our ongoing work as involved:

- a. Our regular inspections before each meeting.
- b. Replenishing mulch base for all required equipment on both greens. This has occurred once on each green since the last meeting.
- c. We've spoken with the Budget Committee to set this coming fiscal year expectations.
- 3) One future action item on the committee's agenda is to repaint the playground equipment that needs repainting.
- 4) No major repairs or projects have been taken on since the last meeting it's winter.

Playground Report – Thank you!

#### **11.4 Forest** - Carol Larson

Sherwood Forest Restoration Project, which is supported by the Community Water Quality Improvement Grant from DNREC: Working with the New Castle Conservation District and ForeSite Associates, we walked the access path along the Fire Lane with an intrepid group of contractors during a pre-bid mandatory meeting on January 15. Bids will be opened this Thursday. The aim is to complete construction on the project this spring. A monitoring phase will follow. Use of construction equipment may entail some path closures in Sherwood during working hours. We will publicize this when we know more about the schedule.

Invasive species removal continues in both Arden and Sherwood sections. Red Tail Restoration assists with specific areas on contract. Volunteer ivy-pull events occurred throughout the fall. Ivy infestations are very obvious this time of year, screaming green when most everything else is muted. Call if you want help removing ivy growing high into a tree and branching – it's the most dangerous seeding phase and can spread the most. The Forest Committee is here to help to prevent it from infesting the woods.

SAVE-THE-DATE:

**April 6:** Spring Clean-up.

On **April 26**, the end of a week bookended by Earth Day and Arbor Day, we propose clearing invasive plants from one tenth of an acre at the trailhead on Hillside Road with volunteers, then replanting native species in prescribed areas, both tree species and groundcover. We will monitor planted areas to determine whether planting natives inhibits the re-establishment of non-native species (keeps ivy from coming back) or whether clearing alone is effective. We are asking for Schroeder funds to purchase the plant material, about \$700 worth.

For Earth Day **April 22**, we partnered with the Gardeners Gild to bring Doug Tallamy, entomologist extraordinaire, to speak on replacing lawn with plant choices that create habitat for insects and wildlife. A great speaker, funny and colorful.

Forest Report - Thank you!

# 11.5 Community Planning – Mark Wood

I was elected as Chair at the November Community Planning Meeting held on the 21<sup>st</sup> due to Ray Seigfried's resignation effective November 6<sup>th</sup> after being elected as our State Representative.

I want to thank Ray for his many years of service on the Community Planning Committee.

#### Vote to nominate Committee member

Community Planning has put forth the name of Grace Ressler as a replacement for Ray to fill for the remaining two months (end of March). Floor was opened for nominations. No other nominees volunteered from the floor. A vote to approve the recommendation for Grace Ressler. Approved and congratulations to Grace for the nomination.

# Vacant House Ordinance

This year there were 4 identified potential vacant houses in Arden during the 2018 period. For comparison, there were 6 last year.

Community Planning held an open forum to get community feedback on the topic of short-term rentals i.e., Airbnb on November 21<sup>st</sup>. The consensus was that if we do create a policy it would be for owner occupied properties. We are still researching policies and may bring one to the town assembly in the future.

# Transformational Sub-Committee Report

The Transformation Sub-Committee, led by Grace Ressler, held 2 informational sessions in January. The first, held on January 13<sup>th</sup>, was to meet newcomers and share information about participating in the Town Assembly.

The second, on January 23<sup>rd</sup>, to gather feedback on a website redesign. The sub-committee will be working on a proposal to bring to the next town meeting.

#### **G'Ardeners**

The first planning session for the 2019 garden is on Monday February 25<sup>th</sup> at 7:30 pm at the BWVC.

Community Planning Report -Thank you!

#### 11.6 Civic - Al Marks

Since our last town assembly meeting

We:

1- they were difficult to lift out Warren suggested place 4 waste cans on the greens, they are drainable, vented and hinged lids.

2-as per request we reconfigured manhole on the Sweep and gas cap on Miller.

3-addressed water standing a new neighbor's lot at Walnut and Apple Tree Lane. Root grew under

**4**- paved on Woodland Lane. Drainage work and go revisit. Water until it reached driveway.

5 identified dead tree to be moved on right-of- away Woodland Lane. Identify trees that

6-Removed large tree on Harvey Road side of park anything else.

**20** | rage

Right bank filled with stones Marsh & Miller.

7 - discussed completing painting of speed humps. Chevrons

# Comments/Questions

# Roger Garrison

Harvey Rd & Hillside Road on Starr or King corner rutting out the shoulder. Civic and Safety will get together on this in the spring when weather permits.

#### Barbara Macklem

Intersection of Orleans and Harvey Road near the Tanzer's leasehold (although the lease has transferred twice since the Tanzer's ownership) there are a number of downed trees from various accidents on that corner. Al - The leaseholder might not be aware that the shoulder is leaseholder's responsibility of keeping it clear of debris and Civic will mention this to them.

# Roger Garrison

The ditch on corner of Harvey Rd and the Highway (Scweers & Henry's leasehold) is the responsibility of whom? Brooke Bovard - The Village has jurisdiction on everything on Harvey Rd that is not paved, that belongs to the municipality. That means that it is Safety's responsibility to tell the leaseholder to clean up the area. At present, Safety is looking at ways to resolve storm water problems. Brooke has been pursuing ditch repair at this corner for eight years with no success. Since they will not repair it, Safety has requested permission to have the Village repair it. Al Mark thinks Safety and Civic need to discuss this further since there is a drain pipe under that intersection and there is swale. Falling water digs holes, which, this has done. Then

there is a pipe that is pushing water down Harvey Rd to Meadow Lane where there is draining with a big hole. It could be dangerous if the water were more than ankle deep; it could sweep a child down it.

# Roger Garrison

Speed hump located on Sherwood near Marsh Road appears to come up way too soon. Do you mean you have to slow down?

Civic Report - Thank you!

# 11.7 BWVC - Denis O'Regan

This report covers Management, Usage, Maintenance and Improvements, our website, and Programs.

**Management**: Introduction of Pam Cohen as new Building Manager.

#### Misc:

- Our solar readings are submitted monthly and solar credits to date in this fiscal year have resulted in income of \$972 to the village.
- We are looking for nominees to run for the Buzz Ware Committee. If you want to be part of a success story, join us in our mission to serve the community, meet and get close to friends and neighbors, and share your expertise in running a well-oiled machine!
- Our Holistic Marketplace Peddlers, Potions, and Practitioners is one of our big successes. Surrounded by the Arden Fair, it has become a very popular happening. It also raises over \$6,000 for the village. That saves us all real tax dollars. We need volunteers, and urge you to become involved.

# **Building Usage:**

Rental volume and other usage of The Buzz continues to be steady, and on par with fiscal year 2017.

We're seeing an uptick in rental requests for dates through the spring, as is common in January.

# **Building Maintenance and Improvements**

- We wish to send out a heartfelt thanks to Cecilia Vore for working on the refinishing of the front doors of the Buzz. She is not in attendance tonight, but if you see her around, you might thank her for the volunteer work.
- The area of the green that is used for occasional parking needs of Buzz large events is again amuck, due to the weather and usage. The Buzz Ware Village Center Committee urges a long-term solution, such as the green mesh installation that Civic Committee recommended last year.

#### Website

The new website was launched in November. It's looks and works great. The work was done by Larry Strange, Ardencroft's Buzz Committee member.

If you wish to contact The Buzz, the very best way is through the website contact form. The second-best way is to leave a voice mail on the Buzz telephone, 302-475-2818.

By using the website, you can

- see the current week of meetings and activities on the right side of every page,
- learn about use of the Buzz,
- take a virtual tour,

- check the monthly schedule by clicking the "Events" menu button, (do this to see if your date, time and room preference is available),
- and, use the Contact Form, you'll find it easy to give us the information we need to efficiently serve you. Please fill out all information and Pam will get back to you in a prompt and efficient manner.

In the past, many have placed direct calls and emails to custodial staff or committee members. Your Buzz Ware Committee is asking you to route all your contacts through the Building Manager, Pam Cohen. Pam is a part time employee of the Village and we want to use her time wisely. Additionally, we want to gather and track information on building usage.

# **Community Programs:**

Community Events and Programs continue:

• In reviewing the December Holiday Art-Loop – Appreciation to be extended to Buzz staff, Patrick and David for their help with staging last month's holiday Art Loop. Patrick created an inspired, glowing entrance and many festive, seasonal touches throughout the building including the showcase, all generously provided as a volunteer. There were many compliments from community members about the décor, the food and the music, the event in general. It has become a Buzz Ware village event for everyone to kick off their holiday season, to mix and make merry with neighbors. Appreciation also extended to Damon Forsberg for providing live piano entertainment and Bernadette Donahue and Elisabeth Bard as the organizers. Committee

- members and friends of the Buzz crafted many of the appetizers. Many thanks to all volunteers for making it a success.
- The Georgists Seminars are each Tuesday at 7:30PM, with the exception of the 3<sup>rd</sup> Tuesday of each month.
- The Art Loop @ Arden is the first Friday of each month. On February 1<sup>st</sup>, Arden's very own Alan Burslem.
- The Buzz Coffeehouse on the 2<sup>nd</sup> Friday of each month, doors 8:00PM
- Every Monday night is Painting and Drawing, 7 to 9 pm in room 4. Bring your own supplies. We're all missing this opportunity right now!
- Strength and Mobility from 2 to 3 PM Tuesdays and Thursdays.
- Yoga at 8 am on Saturdays.
- And, we're announcing a new Community Event that is based on a 15 or 20-year-old occasional happening at the Buzz. Back then, some of us would bring hot cocoa, coffee, snacks and games to The Buzz on "Snow Days", especially heavy snow days. The Buzz is warm and welcoming; so, we're happy to announce that the Buzz is going to give it a try as a new Community Event, and call it **Buzz Ware Snow Day Games!** There's no set date, it's a Pop-up event. Bring your own games, beverages and snacks. All are invited. Children must be attended with an adult or guardian. This will not automatically happen, just because it snows. Our Event Calendar comes first, there would need to be a Sponsor(s) (individuals who are responsible). Due to the unpredictable nature of the event, notification will be via the Buzz Website, ACRA correspondence and Ardenistas Facebook Page. Clair Cosavage volunteered as the ACRA sponsor for the Snow Day Games at the Buzz. So, let's see how many want to meet and play?

 If you have an idea for a special event or would like to organize an ongoing program, please go to our website – <u>www.ardenbuzz.com</u> – and submit a contact form.

Please attend our events, and bring a few bucks for donations to the Buzz.

# **Concluding Remarks:**

The Buzz continues to look for new ways to support the Ardens. We do ask, if you observe something in or around the facility you find of a concern, or if you simply have a suggestion for facility improvements at the Buzz Ware, please contact a committee member, go to the Buzz Ware website under "Contact", or email us at manager@ardenbuzz.com

Again, we want to thank all those who volunteer their time and resources to support the Buzz and the ongoing activities.

Respectfully submitted,

Denis O'Regan

Chair, Buzz Ware Village Committee

Buzz Ware Village Report - Thank you!

# **11.8 Budget** – Denise Nordheimer

We have not had a meeting since the last Town Assembly. We are in the process of setting a time to meet to discuss the 3-year look ahead and present that at March town meeting.

Budget Report Thank you!

#### 11.9 Audit - Helen "Cookie" Ohlson

On January 11, the Audit Committee met with Tim Sawyer from Barbacane, Thornton and Company. We reviewed the annual audits for the Trustees and the Village of Arden. Both audits were approved by the committee.

Helen "Cookie" Ohlson

Chair, Audit Committee

Audit Report – Thank you!

#### 11.10 Archives – Lisa Mullinax

We fondly remember Jane Claney, who died in November. Jane was a member of the Committee for many years and contributed her skill, expertise, and enthusiasm to many projects. We will miss her.

Next month, the Museum will welcome the Osher Academy's Hike Through History Class for the 6th (?) time. Just one of the many groups who visit the Museum and tour the Ardens to learn about our history.

The Museum has acquired two recently discovered "You Are Welcome Hither" carved signs from previous iterations of the Arden stile. Any information you can provide about them—date of creation, the artist who made them, date of disappearance—will be much appreciated.

Our current exhibit on ACRA's 70 years, "They gave us good leave to wander..." opened in October with a gala birthday party for ACRA. It's a delightful exhibit.

Special thanks to our curator, Liz Jones-Minsinger, stellar volunteer Robin Valencia

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MacDonald and Archives Committee member Barbara Macklem for their fantastic work. Come see it! The museum is open Wednesday evenings, 7:30 to 9 p.m. and Sunday afternoons, 1 to 3 p.m.

The terms of current committee members Lisa Mullinax, Maria Burslem and Barbara Macklem are ending. They have all agreed to run again. But they need to be challenged! Please consider running for one of the three open positions. Our meetings are low key and enjoyable, the time commitment is flexible, and if you're interested in learning about and preserving the rich history of the Arden, this is the committee for you!

Respectfully submitted, Lisa Mullinax, chair

Archives Report Thank you!

**12.0 Old Business** – Safety Committee and Community – Brooke Bovard **Motion** Move that the Town Assembly create a parking task force to consist of 11 members that would be one representative each from Civic, Community Planning, Safety, BWVC and Playground. One representative from the Arden Club and five (5) community members to be elected by Town Assembly at the Town meeting following the approval of this motion.

# Speak to or against Parking Task Force motion

Steve Harcourt – Against the motion because the set up is impracticable, too many people.

Al Marks – Against the motion. Eleven (11) people way too many and could undercut Safety Committee and Civic Committee. Rather see an enforcement committee to enforce parking rules.

Sadie Somerville for parking and agrees 11 people too many. However, she does believe Civic, Community Planning, Safety, BWVC and Playground should be represented from the Ardens to address this.

#### **Motion Vote**

Voice vote: No's have it. The motion was seconded and defeated.

## Path Forward for Parking in the Ardens:

Jeff: - Although the motion was defeated because having 11 members on committee was too many, we still need to tackle the growing parking problem in the Ardens.

Request that Danny present at the next Advisory Meeting (March) how to tackle parking problem. Need to come up with another way to tackle parking in Arden.

#### 13. New Business

#### 14.0 Good & Welfare

Marianne Cinaglia – The governor and the House have decided to move forward on early voting measure. She would like to encourage Arden consider early voting.

Brooke Bovard – Very proud to announce that Tiernan, who is in his first year at University of Lynchburg, is appearing in the mayhem, comedy, mystery musical WHODUNIT, Curtains. As she says -If you happen to be in Lynchburg, VA between February 28 and March 3, you will see him singing, dancing and working as assistant

#### VILLAGE OF ARDEN TOWN ASSEMBLY JANUARY28, 2019

stage manager.

Mike Curtis – On March 5<sup>th</sup> the Arden Georgist Committee will host the mayor of Malborne, PA, who have adopted land value tax.

Congratulations to Drue and Sam Jordon on their new member of their family, a baby girl named Louisa.

# 15.0 Motion to Adjourn 9:49 p.m.

Respectfully Submitted,

Elizabeth Resko, Village of Arden Town Secretary

Next Advisory Quarterly Meeting is March 2019

Postcard reminders and agenda will be mailed prior to next Town Assembly meeting.

#### All are welcome hither

Please note: Those attending Town Meetings are eligible to vote who are 18 years of age, or older.

# Attachments Next page

# Trustees of Arden Financial Report Town Meeting January 28, 2019

Arden B&L Bequest Funds Vanguard Bequest Funds Arden B&L (Reserve) M & T Checking Account Vanguard Money Market	\$ 24,139.07 215,596.63 117,530.16 16,338.19
Vanguard Bequest Funds Arden B&L (Reserve) M & T Checking Account	215,596.63 117,530.16
Arden B&L (Reserve) M & T Checking Account	117,530.16
M & T Checking Account	117,530.16
<del>-</del>	16 220 10
Vanguard Money Market	10,330.19
•	440.59
	<u> </u>
Total Cash & Equity	374,044.64
	\$
Land Rent Receivable	11,795.78
	\$
Total Current Assets	385,840.42
Income & Expenses	
Income Mar 25-2018-January 28, 2019	
211001110 1101 25 2020 Juliudi y 20/ 2025	\$
Land Rent & Related Income	638,442.42
Other Income-All Sources	5,626.75
	·
	\$
Total 2018-19 Operating Income	644,069.17
Expenses Mar 25-2018-January 28, 2019	
	\$
Village of Arden	145,000.00
General Trust Administration	25,364.21
New Castle County and School Tax	492,632.30
Total 2018-19 Expenses	\$ 662,996.51

# VILLAGE OF ARDEN TOWN ASSEMBLY JANUARY28, 2019

UNAUDITED FOR DISTRIBUTION AND DISCUSSION PURPOSES ONLY FOR ARDEN TOWN ASSEMBLY	Village of Arden Statement of Financial Pc As of January 26, 2019	
:hecking/Savings		Notes
1000 · TD Bank	80,350	
1005 - Capital One 360	113,870	
1010 - TD Bank MSA Checking Account	968	Municipal Street Aid BuzzWare \$449, Schroeder \$18,192, Village
1032 - Arden Building & Loan	35,990	\$17,349
1050 - Raymond James - net value @ 9/24/18	334,133	Schroeder Bequest - initial investment \$301,002
Total Cash	565,309	
JABILITIES		
2000 · Accounts Payable, Current Liabilities, PR Tax Payable	5,659	
:UND BALANCES		
Buzz Ware Renovation Fund	37,372	
J Schroeder Bequest	352,325	
Memorial Garden	11,260	
Municipal Street Aid	967	
Capital Maintenance Fund	30,000	Prudent Reserve Balance @ 3/24/15 = \$90,249 Prudent Reserve Balance @ 3/24/16 = \$106,644 Prudent Reserve Balance @ 3/24/17 = \$71,283
Village - Prudent Reserve as of the date of this statement	36,874	Prudent Reserve Balance @ 3/24/18 = \$27,025
Vacant Dwelling Fund	35,033	
Buckingham Green Settlement Fund	49,723	
Trustees of Arden Donation	6,096	

UNAUDITED FOR DISTRIBUTION AND DISCUSSION PURPOSES ONLY FOR ARDEN TOWN ASSEMBLY

#### Village of Arden Statement of Financial Activity As of January 26, 2019

	3/25/18-1/26/19	Budget	% to Budget	
venue				
4000 · General Funds - Village	135,180	153,180		
4100 - Donations, grants, rentals	200	4,000		
4510 · Franchise Fee Receipts	18,811	15,100		
4900 · Interest Income	1,097	250		
tal Revenue	155,288	172,530		
penses				balance left in budget
6000 · Payroll & Payroll Taxes	9,989	13,298	75.12%	3,309
6300 · Administrative Expenses	18.264	38,190	47.82%	19.926
8000 · Committee Expenses - see	,	,		,
detail below	51,748	82,900	62.42%	31,152
8010 · Contributions & Donations	5,800	5,800	100.00%	
Contigency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	58,253	61,108	95.33%	2,855
9000 · Debt Service	3,128	4,100	76.28%	972
tal Expense	147,181	215,396	68.33%	68,215
rplus (deficit)	8,107	(42,866)		
				balance left
mmittee	Actuals YTD	Budget		in budget
Advisory	-	200	0.00%	200
Archives	1,612	1,800	89.56%	188
Board of Assessors	51	100	51.00%	49
Budget	81	100	80.60%	19
Buzz Ware - general operating				
support	-	5,000	0.00%	5,000
Civic	39,019	58,000	67.27%	18,981
Community Planning	-	1,000	0.00%	1,000
Forest	6,201	8,000	77.51%	1,799
Disconsistent			74 E00/	4 047
Playground	2,983	4,000	74.58%	1,017
Registration	,	300	0.00%	300
	2,983 - 1,801 51,748			

Franchise fees - \$3,413 from Verizon and \$3,765 from Comcast & \$8,511 from Suez Water Trustee's transferred \$145,000 land rent to Village - \$7,820 was allocated to Capital Maint Fund & \$2,000 was allocated to the Renovation Fund The mortgage for the Avery Property was paid off April 1 2018.

Administrative expenses include insurance premiums of \$11,780 Civic expenses are net of a \$2,200 vendor settlement

# VILLAGE OF ARDEN TOWN ASSEMBLY JANUARY28, 2019

UNAUDITED FOR DISTRIBUTION AND DISCUSSION PURPOSES ONLY FOR ARDEN

#### Special Village Funds

TOWN ASSEMBLY			J. Sohroeder	Memorial		Capital/Maint/R	Vacant Dwelling	Buokingham
	BuzzWare	Buzz renovation	Bequest	Garden	MSA	epalFund	Fund	Green Fund
	3/26/18-1/26/19	3/26/18-1/26/19	3/26/18-1/26/19	3/26/18-1/26/19	3/26/18-1/26/19	3/26/18-1/26/19	3/26/18-1/26/19	3/26/18-1/26/19
Revenue								
4000 - General Funds - Village	-	2,000				7,820	-	-
4010 - Donations	1,450	-	-	3,630	-	-	-	-
4100 - Program Revenue	7,252	2,175	-	-	-		-	-
> 4300 - Grants	-	-	-	-	19,446		-	-
4400 - Rentalis	25,994	4,585	-	-	-	-	-	-
4620 - Vacant Property Registration Fees	-		-	-	-	-	3,600	-
\$ 4900 - Interect & Dividend Income	20	-	7,745	-	-	-	-	-
SREC		972						
8800 - Unrealized gains on Investments			(5,928)					
Total Revenue	34,716	9,732	1,817	3,630	19,446	7,820	3,600	-
Expenses								
6000 - Payroll & Payroll Taxes	15,902	-	-	-	-	-	-	-
6300 - Administrative Expenses	970	-	3,376	-	-	-	-	-
6310 - Janiforial Supplies	471	-	-	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	3,368	-	-	-	-	-	-	-
7080 - Licenses/Permits/Fees/AlarmMonitoring	898	-	-	-	-	-	-	-
x 7800 - Repairs & Maintenance	5,764	-	-	-	25,855	-	-	-
8000 - Program Expenses	5,599	877	275	6,234			106	320
Total Expense	32,971	877	3,651	6,234	25,855	-	106	320
Surplus (Deficit)	1.744	8.855	(1,834)	(2.604)	(6,409)	7.820	3,494	(320)
	4,44	_,	,,,,,,,	,	1-1	-,	_,	,
Carried forward fund balance		28,517	354,159	13,864	7,376	22,180	31,539	50,043
Fund balance		37,372	352,325	11,260	967	30,000	35,033	49,723

x Repairs & maintenance expenses are net of a \$3,327 incurance settlement

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